

COMMITTEE TO REVIEW SUICIDE FATALITIES
DRAFT MINUTES
APRIL 1, 2014
1:00 p.m.

The Committee to Review Suicide Fatalities held meeting on 4/1/2014, by teleconference (888) 251-2909, beginning at 1:04 p.m.:

BOARD MEMBERS PRESENT

Capt. Leslie May, Co-Chair (Nevada Air National Guard)
Sgt. Annette Mullin, Co-Chair (Las Vegas Metropolitan Police Department)
Mike Bernstein (Southern Nevada Health District)
Dr. Lesley Dickson, Psychiatrist
Joanne Libertelli (Spring Mountain Treatment Center)
Dr. Melissa Piasecki (University of Nevada School of Medicine)
Heather Shoop (WestCare)

BOARD MEMBERS NOT PRESENT

Dr. Michael Murphy, (Clark County Coroner's Office)

DIVISION OF PUBLIC AND BEHAVIORAL HEALTH STAFF PRESENT

Beth Handler, Deputy Bureau Chief, Bureau of Child, Family & Community Wellness (BCFCW)
Misty Allen, Office of Suicide Prevention (OSP), BCFCW
Richard Egan, OSP, BCFCW
Brandi McConnell, OSP, BCFCW
Luana Ritch, Phd., Quality Assurance Specialist 3, Mental Health Administrative Progress, Planning & Quality (MHAPPQ)

OTHER PRESENT

Sharon Benson, Senior Deputy Attorney General, Office of the Attorney General
Debra McKeen, private citizen
Senator Debbie Smith, District 13 – Sparks

Nevada Office of Suicide Prevention Coordinator Misty Allen called the Committee to Review Suicide Fatalities meeting to order at 1:04 p.m. Ms. Allen indicated the meeting was properly posted at the locations listed on the agenda in accordance with the Nevada Open Meeting Law.

1. Roll Call & Introductions

Roll call was taken and it was determined that a quorum of the Committee to Review Suicide Fatalities was present.

2. Vote on minutes from the December 3, 2013 meeting

Ms. Allen asked whether there were any corrections to the draft minutes from the December 3, 2013 meeting.

MS. ALLEN ENTERTAINED A MOTION TO APPROVE THE MINUTES. A MOTION TO APPROVE WAS MADE BY MIKE BERNSTEIN. HEATHER SHOOP SECONDED THE MOTION WHICH PASSED UNANIMOUSLY WITHOUT PUBLIC COMMENT.

3. Public Comment

No Public Comment

4. Approve CRSF Bylaws

Ms. Allen sent out an edited version of the bylaws stating the last version represents the final draft of bylaws.

Richard Egan offered to make any edits and/or changes to the bylaws which were sent to committee members. Mr. Egan stated the guidelines for the bylaws were mirrored from other committees. The changes to the bylaws are paragraphs from the meeting laws which explain the rules in Open and Closed Meeting sessions.

Mr. Egan explained that regarding Open Meeting Law, all meetings with the purpose of making recommendations to the Director of the Department of Health and Human Services or the Administrator of the Division of Public and Behavioral Health will be public meetings. Suicide case review meetings will be Closed and there will be no recordings and the minutes will be produced for internal purposes only.

Discussion occurred regarding data collection and case reviews. Mr. Egan explained the purpose for case reviews is data collection, discussions, determination of findings and making recommendations. The findings will be documented as a recommendation to the Director of Health and Human Services, per NRS 439.5108(2) (a). The case reviews are privileged information therefore, no recordings will be made, but generalizations in the form of reports and recommendations will be public. Luana Ritch stated the data collected on the screening tool will be de-identified and aggregated into a report recommendation.

Ms. Ritch suggested adding an additional sentence to paragraph 5.4 of the closed meetings statement including the following language "data for case reviews will be aggregated and de-identified or identification removed for analysis and reporting."

MR. EGAN ENTERTAINED A MOTION TO APPROVE MS. RITCH'S SUGGESTED LANGUAGE TO BE ADDED TO PARAGRAPH 5.4 OF THE BYLAWS AND TO APPROVE BYLAWS WITH NOTED CHANGES. A MOTION TO APPROVE WAS MADE BY CO-CHAIR SGT. ANNETTE MULLIN AND SECONDED BY A NON-COMMITTEE MEMBER. BYLAWS WILL BE READDRESSSED BY THE COMMITTEE AT THE NEXT MEETING.

There was a discussion regarding the acronym to be used when referencing the Committee to Review Suicide Fatalities. Co-Chair Sgt. Mullin suggested the acronym be standardized to the official title Committee to Review Suicide Fatalities (CRSF) in Nevada Revised Statutes.

MS. ALLEN ENTERTAINED A MOTION TO ADOPT THE ACRONYM “CRSF” IN ACCORDANCE WITH THE STATUTE. A MOTION TO ACCEPT THE CRSF ACRONYM WAS MADE BY CO-CHAIR SGT. MULLIN. MIKE BERNSTEIN SECONDED. MOTION PASSED UNANIMOUSLY.

5. Approve CRSF Protocols

Co-Chair Sgt. Mullin opened the discussion regarding protocols stating the acronym needed to be established. Discussion then shifted to paragraph 9 of the protocols which Mr. Egan stated is still in draft form due to unresolved concerns of how case information will be sent to committee members. Mr. Egan went on to state that an approval cannot be made until the issues are resolved.

Discussion continued regarding paragraph 6 surrounding the Data Collection Tool draft. Mr. Egan will adjust the tool to be more data collective rather than narrative collective.

The committee reviewed each section of the Data Collection Tool and collaborated on creating questionnaire check boxes within the Data Collection Tool. Conversation shifted back and forth discussing ideas regarding which type of data would be helpful.

Mr. Egan will make the suggested edits to the Data Collection Tool form. The committee decided to review other Data Collection Tool forms to compare and use as a guideline in creating CRSF's data tool.

6. Discussion of Metro's Fatality Reviews as guidance for CRSF Selection Process

Co-Chair Sgt. Mullin asked about the review process asking how cases will be selected. She advised the Committee that she has been involved in two review teams. She stated one review team reviewed all cases and the other review team is selective in what they look at.

Co-Chair Sgt. Mullin went on to ask if the Committee wants to collect data for specific suicide populations (veterans, child, etc.). Does the Committee want to look at specific types of suicides and review them in depth or does the Committee want to be selective and consider some from each sub-population?

To begin the case review process, the Committee will review particular case from each specific type of at-risk suicide group to determine what information will be collected and whether it will be useful in determining intervention methods.

7. Discussion of Future Meetings, Reviews and Agenda Items

The following topics were suggested:

- Melissa Piasecki suggested we have a discussion on Psychological Autopsy.

- Co-Chair Sgt. Mullin suggested a discussion on Suicide by Cop.
- Senator Debbie Smith suggested inviting impacted family members to meetings

8. Adjournment

The meeting was adjourned at 2:37 p.m.

DRAFT